

Public Protection Committee

Annual Effectiveness Report



Contents

	Page
1. Introduction	3
2. The role of the Committee	3
3. Membership of the Committee during 2018/2019	3
4. Membership changes	4
5. Member Attendance	4
6. Meeting Content	4 - 7
7. Training Requirements and Attendance	7
8. Code of Conduct – Declarations of Interest	7
9. Civic Engagement	7
10. Officer support to the Committee	8
11. Executive Lead's Comments	8
12. Next year's focus	8

1. INTRODUCTION

- 1.1 I am pleased to introduce the first annual effectiveness report for the Public Protection Committee.
- 1.2 The Public Protection Committee performs an important and significant role in the Council's overall public protection arrangements. It has introduced local democratic oversight to key areas including child and adult protection, environmental health and resilience. It also discharges the Council's obligations in terms of the Police and Fire Reform (Scotland) Act 2012.
- 1.3 I have sought to bring a collaborative approach to the business of the Public Protection Committee not just with elected members, but with the Chief Officer Group, all officers and the Council's partners, including the Scottish Fire and Rescue Service and Police Scotland. I truly value our partners' contribution to the Public Protection Committee. I look forward to strengthening our relationships which are essential as the city looks to deliver the aspirations of the recently refreshed Aberdeen Local Outcome Improvement Plan.
- 1.4 I would like to put on record my thanks for the support provided to me by members of the committee, the Chief Officers' Group and to all staff who have helped to support the business of the committee. I look forward to building on our successes during the course of 2019/2020.



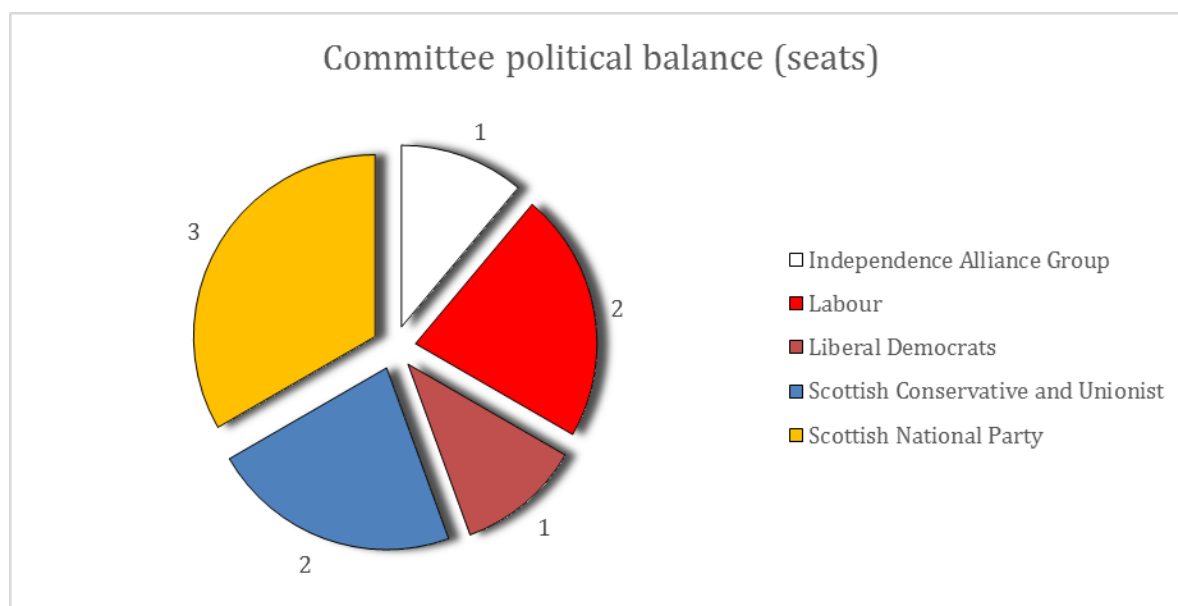
Councillor Jennifer Stewart, Convener

2. THE ROLE OF THE COMMITTEE

- 2.1 The purpose of the committee is to undertake the Council's duties under the Police and Fire Reform (Scotland) Act 2012. In addition, it provides assurance on the statutory regulatory duties placed on the Council for:
 - Child Protection;
 - Adult Protection;
 - Consumer Protection and Environmental Health;
 - Civil Contingency responsibilities for local resilience and prevention; and
 - Building Control.
- 2.2 The detailed remit of the Committee approved by the Full Council is appended to the report.

3. MEMBERSHIP OF THE PUBLIC PROTECTION COMMITTEE DURING 2018/2019

3.1 The Public Protection Committee has 9 members and the composition is presented below.



4. MEMBERSHIP CHANGES

4.1 There was one change to the Committee’s membership throughout the reporting period with Councillor Alphonse replacing Councillor McLellan in October 2018.

5. MEMBER ATTENDANCE

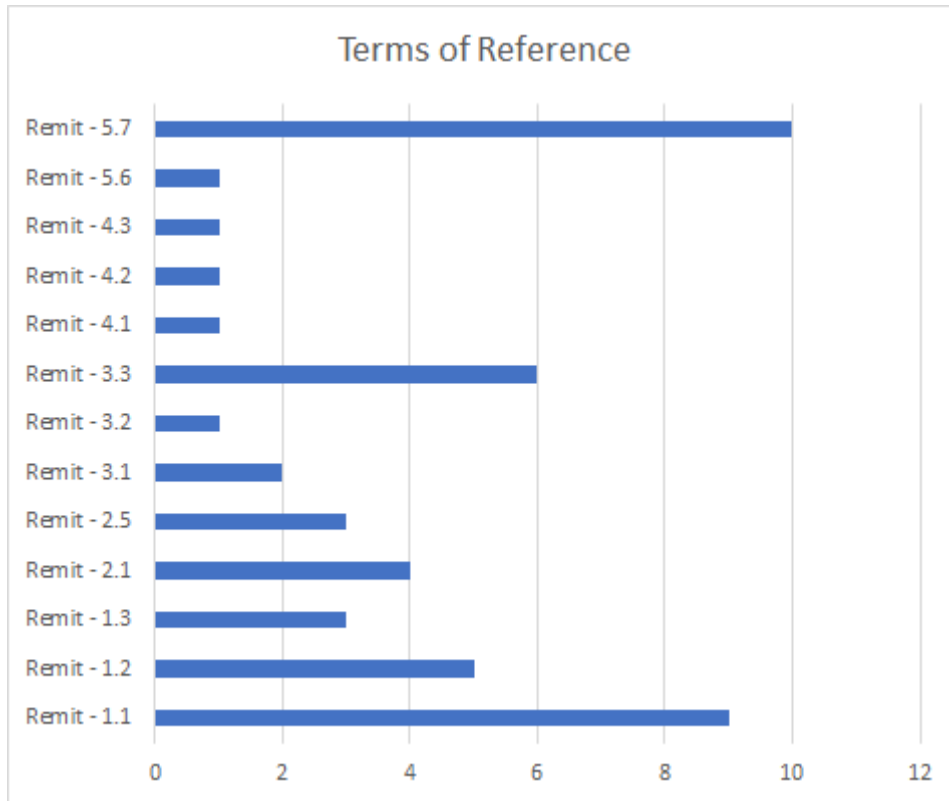
Member	Total Anticipated Attendances	Total Attendances	Nominated Substitute
Cllr Jennifer Stewart	6	6	
Cllr Lesley Dunbar	6	5	1, Cllr Graham
Cllr Cameron	6	6	
Cllr Duncan	6	5	1, Cllr Allan
Cllr Greig	6	4	2, Cllr Delaney
Cllr Houghton	6	3	3, Cllr Bell
Cllr McLellan	2	2	
Cllr Townson	6	6	
Cllr Wheeler	6	6	
Cllr Alphonse	4	3	1, Cllr Stuart

6. MEETING CONTENT

6.1 During the 2018/2019 reporting period (6 March 2018 to 29 April 2019) the Committee had 5 meetings and considered a total of 33 reports.

6.2 Terms of Reference

Of the 33 reports received the following table details how the reports aligned to the Terms of Reference for the Committee.



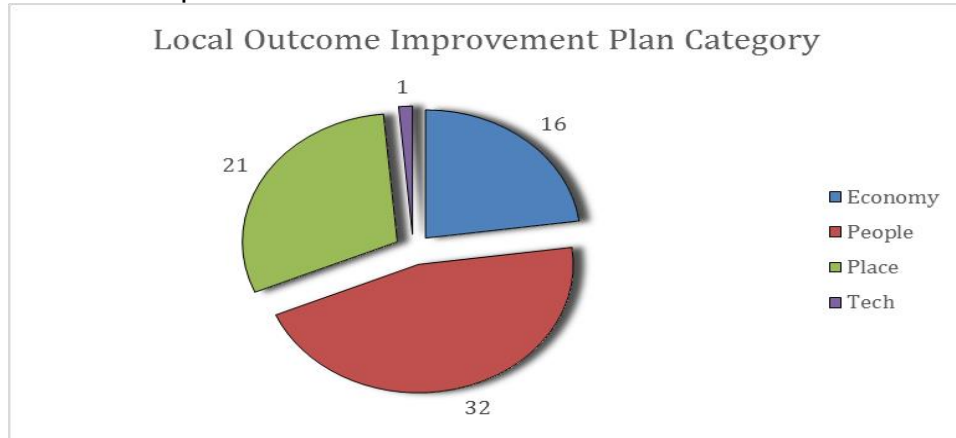
The table above shows that there was activity within the committee's five areas of responsibility during the course of 2018-2019. Most of these reports related to Child and Adult Protection which perhaps reflects the risks associated with this area of the Council's business.

The area of responsibility covered least by the committee was Building Control.

It is also notable that the number of reports submitted to committee from the Police and Fire was also high. This reflects the collaborative approach across the city to help safeguard the protection of the public.

6.3 Local Outcome Improvement Plan

The following table details of the 33 reports how many had a link to the themes of the Local Outcome Improvement Plan.



6.4 Reports and Committee Decisions

The following table details the outcome of the Committee's consideration of the 33 reports presented to it throughout the year.

	Total	% Total Reports
Number of confidential reports	0	0.0%
Number of exempt reports	0	0.0%
Number of reports where the Committee has amended officer recommendations	9	27.3%
Number and percentage of reports approved unanimously	31	93.9%
Number of reports requested by members during the consideration of another report to provide additional assurance and not in forward planner	5	N/A
Number of service updates requested by members during the consideration of another report to provide additional assurance and not in forward planner	4	N/A
Number of decisions delayed for further information	0	0.0%
Number of times the Convener has had to remind Members about acceptable behaviour and the ethical values of Public Life	0	0.0%
Number of late reports received by the Committee	3	9.1%
Number of referrals to Council, or other Committees in terms of Standing Order 33.1	0	0.0%

6.5 Notices of Motion, Suspension of Standing Orders, Interface with the Public

	Total
Number of Notices of Motion	0
Number of times Standing Orders were suspended	0
The specific Standing Orders suspended	N/A
Number of deputations	0
Number of petitions considered	0
Number of Members attending meetings of the committee as observers	2
Number of Meetings held by the Convener with other Conveners, relevant parties, to discuss joint working and key issues being raised at other Committee meetings	The Convener meets on a regular basis with members and Senior Officers and is an active participant with other Committees. The role of the Committee and in particular its focus on public protection is shared during civic duties

7. TRAINING REQUIREMENTS AND ATTENDANCE

- 7.1 The Committee are keen to experience the working environments of those services within their remit for scrutiny.
- 7.2 A review during 2018 concluded that members felt comfortable with their level of training and understanding at that time.
- 7.3 Throughout the course of 2018-2019 the committee has received presentations from officers, Police Scotland and the Scottish Fire and Rescue Service on a variety of matters relevant to the business of the committee. This included reports as well as site visits including the dog handling section and the firearms unit of Police Scotland. The Committee received Corporate Parenting Training.
- 7.4 These opportunities provide valuable insights into relevant business areas to aide scrutiny of committee business. As the Committee has matured and following this review, further development opportunities will be prepared for 2019 – 2020 based on officer proposals and member feedback. 'Future Activity' meetings are planned for Child and Adult Protection, Local Resilience, Protective Services and Building Control.

- 7.5 The following specific Scheme of Governance training which is related to the operation of all Committees was provided:
- Scheme of Governance Effective Decision Making on 23, 27 and 28 March 2018
 - Financial and Procurement Regulations on 23 and 29 March 2018
- 7.6 Training on the Councillors' Code of Conduct was provided in January and February 2018.

8. CODE OF CONDUCT – DECLARATIONS OF INTEREST

- 8.1 No declarations of interest were made by Councillors during the reporting period. We measure this information to evidence awareness of the requirements to adhere to the Councillors' Code of Conduct and the responsibility to ensure fair decision making. Training on the Councillors' Code of Conduct was provided in January and February 2018.

9. CIVIC ENGAGEMENT

- 9.1 The Committee has attended a Police Firearms Unit where they learned the purpose of the unit and how it assists delivery of local policing.
- 9.2 'Future Activity' meetings have been held with Police Scotland and Scottish Fire and Rescue Service (SFRS). From these meetings, a series of opportunities have been identified which will see thematic reports based around local police and fire plans reported to Committee. Additionally, visits have been planned to improve the member's understanding of police and fire roles.
- 9.3 The Committee are currently engaged with the Scottish Police Authority on their Annual Review of Policing 2018/2019 and will shortly be consulted upon the review of the SFRS strategy proposals.

10. OFFICER SUPPORT TO THE COMMITTEE

Officer	Total Expected Attendances	Total Attendances	Substitute Attendances
Fraser Bell	5	4	1

11.EXECUTIVE LEAD’S COMMENTS

- 11.1 One of the Council’s transformation projects is to deliver the CIPFA Mark of Excellence in Good Governance. As part of this project, CIPFA recommended that each committee should annually review its effectiveness, including its information reporting needs. This would help ensure that each committee is following its terms of reference, is operating effectively and to identify any training needs or improvements to the Council’s decision making structures.
- 11.2 The committee would appear to be working effectively taking into account that:
- no decisions required to be delayed;
 - all sections of the terms of reference were engaged; and
 - the vast majority of business was approved/noted unanimously.
- 11.3 It is noted that all business was able to be considered in public.

12.NEXT YEAR’S FOCUS

- 12.1 The Public Protection Committee’s terms of reference were updated by Full Council at its meeting on 4 March 2019 following the annual review of the Scheme of Governance. This allows the committee to seek assurance on the Council’s compliance in respect of statutory duties relating to child poverty. This is an extension to its child and adult protection remit.
- 12.2 Throughout the next reporting year, we will review the Terms of Reference in line with the business submitted to the Committee and reflect on whether any areas require refinement moving forward to ensure the efficient operation of the Committee.
- 12.3 Meetings have been held with Police Scotland and the Scottish and Fire Rescue Service in respect of proposed business for 19-20. The business will reflect the recently refreshed Local Outcome Improvement Plan (LOIP).
- 12.4 As indicated at Section 7.34 above, ‘Future Activity’ meetings are planned for Child and Adult Protection, Local Resilience, Protective Services and Building Control. These will explore opportunities for greater understanding for members including further work visits.
- 12.5 Following changes and introduction of new legislation, the Committee is keen to understand its impact on public safety, especially in the areas of domestic abuse.
- 12.6 Finally, the Corporate Management Team have approved a legislation tracker which will better inform the Council of new legislation that is likely to have an impact on the local authority. This will help ensure that the Council is well placed to meet any new demands and/or obligations placed on it. The Public Protection Committee will benefit from an enhanced and early awareness of legislation which may impact on its remit.

- 12.7** The continuance of a collaborative approach together with these activities will increase Committee understanding and scrutiny which can but only enhance assurance.
- 12.8** This will further endorse the Committee view, that working together with our partners, Aberdeen is a safe and welcoming place to live, work and visit.

PUBLIC PROTECTION COMMITTEE

PURPOSE OF COMMITTEE

To provide assurance on the statutory regulatory duties placed on the Council for:

- Child protection
- Adult protection
- Consumer protection and environmental health
- Civil contingency responsibilities for local resilience and prevention
- Building control

To undertake the Council's duties in relation to the Police and Fire and Rescue Services under the Police and Fire Reform (Scotland) Act 2012

REMIT OF COMMITTEE

1. Child and Adult Protection

The Committee will seek assurance from the Child and Adult Protection Committees on:

- 1.1** the impact and effectiveness of child and adult support and protection improvement initiatives, including:
 - 1.1.1** delivery of national initiatives and local implications;
 - 1.1.2** learning from significant case reviews;
 - 1.1.3** quality assurance;
 - 1.1.4** training and development; and
 - 1.1.5** local evidence based initiatives;
- 1.2** effective working across child and adult protection; and
- 1.3** statistics relating to the Child Protection Register and the Vulnerable People's Database, whilst noting that it has no remit to challenge entries.

The Committee will also consider the Chief Social Work Officer's Annual Report. – *withdrawn March 2018*

Replaced by –

The Committee will also:

- 1.4** seek assurance on the Council's compliance with statutory duties in respect of child poverty; and

1.5 consider the Chief Social Work Officer's Annual Report.

2. Local Resilience

The Committee will:

- 2.1** oversee compliance with the Council's duties relating to resilience and local emergencies; this includes reviewing staffing arrangements for incident management as well as the system for incident management;
- 2.2** oversee compliance with the council's duties relating to the provision of a city mortuary, and its adequacy for supporting the needs of mass fatalities;
- 2.3** ensure that services maintain and review Business Continuity Plans in accordance with the priorities allocated to them;
- 2.4** consider relevant local, regional and national lessons learnt reports and recommendations and monitor their implementation; and
- 2.5** consider the results from the Council's self-assessment on resilience and CONTEST duties and monitor the implementation of associated action plans.

3. Protective Services

The Committee will:

- 3.1** seek assurance from the Council's performance in relation to Trading Standards, Environmental Health (including the Public Mortuary) and Scientific Services;
- 3.2** scrutinise external inspection and audit reports relating to the above services;
- 3.3** approve statutory plans aimed at protecting the public and delivered by or in partnership with Environmental Health and Trading Standards services; and
- 3.4** receive a summary of findings from statutory sampling and analysis work carried out by or on behalf of the Environmental Health and Trading Standards services.

4. Building Control

The Committee will consider reports on:

- 4.1** major incidents and fatal accident inquiries and any resulting impact and responsibilities placed on the Council;
- 4.2** informal and formal activity by Building Standards in relation to public safety and dangerous buildings; and
- 4.3** informal and formal activity by Building Standards in relation to public safety for unauthorised building work and the unauthorised occupation of buildings.

5. Police and Fire and Rescue Service

In respect of the Council's responsibilities in relation to the Scottish Police Authority, the Police

Service of Scotland and the Scottish Fire and Rescue Service, the Committee will:

- 5.1** contribute to and comment on the Strategic Police Plan and the Strategic Fire and Rescue Plan when consulted by the relevant national authority;
- 5.2** respond to consultation by the Chief Constable on the designation of a local commander and by the Scottish Fire and Rescue Service on the designation of a local senior officer;
- 5.3** be involved in the setting of priorities and objectives for the policing of Aberdeen and for the Scottish Fire and Rescue Service for the undertaking of its functions in Aberdeen;
- 5.4** specify policing measures the Council wishes the local commander to include in a local policing plan;
- 5.5** approve a Local Police Plan submitted by the local commander and to approve a Local Fire and Rescue Plan prepared by the local senior officer and submitted by the Scottish Fire and Rescue Service;
- 5.6** monitor service provision and delivery in Aberdeen and provide feedback to the local commander and the local senior officer;
- 5.7** consider reports, statistical information and other information about the policing of Aberdeen and the undertaking of the Fire and Rescue function in Aberdeen provided in response to the Council's reasonable requests;
- 5.8** agree, with the local commander, modifications to an approved local police plan at any time; and
- 5.9** liaise with the local commander and local senior officer with regard to the undertaking by them of the community planning duties of the Chief Constable and the Scottish Fire and Rescue Service.

JOINT WORKING WITH OTHER COMMITTEES:

The Committee will maintain an awareness of key issues arising through the work of other committees of the Council, through lead officers, conveners and vice conveners working together. This will help inform the work of the Committee, specifically:

- 1.** the relationship with the Audit, Risk and Scrutiny Committee in terms of the systems in place to manage the public protection risk; and
- 2.** the relationship with the Staff Governance Committee in terms of ensuring staff have the required skills to underpin public protection.

JOINT WORKING WITH NON COUNCIL BODIES:

The Committee, through its lead officers, will work jointly with external regulatory bodies and statutory partners to ensure that Council is able to provide a high standard of public safety.

It will have close links with the work of the Aberdeen City Health and Social Care Partnership's Clinical Governance Committee to explore shared risks and responses to adverse events, the preparation of action plans and the sharing of best practice and learning.

